

**BUILDING & GROUNDS COMMITTEE MEETING
MINUTES
September 25, 2017**

Members Present: Pam Deppe, Brad Miller, Jason Ratts, Vera Small, Jeff Thomas

Members Absent:

Others Present: Patty Meyer, Wayne Rovey, Denise E. McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

Ratts requested a motion to approve the August 28, 2017 minutes. A motion to approve the minutes was made by Small and seconded Deppe. Motion carried (5-0).

Wayne Rovey, Information Systems, addressed the requesting approval to accept the proposal submitted by Tyler Technologies, Inc. for the Microsoft based Finance System upgrade at a cost of \$890,000. A handout showing the improvement the new system will provide was given to the Committee members. A motion to approve the request and forward to the Finance Committee was made by Thomas and seconded by Deppe. Motion carried (5-0).

Patty Meyer, Facilities Manager, presented to the Committee her monthly report. Items included improvements (paint and carpet) on Floors 5-7, with the employee and judges area first and then the court rooms, and the cost savings seen since hiring a plumber with HVAC credentials. A handout was given to the Committee members.

Meyer requested approval of a bid submitted by Glass Doctor to install a door in the Circuit Clerk Lobby at a cost of \$7,255.17. A second bid was submitted by Bacon & Van Buskirk with a quote of \$10,875. A motion to accept the bid submitted by Glass Doctor was made by Small and seconded by Miller. Motion carried (5-0).

Meyer requested approval of a travel request to attend the Critical Facilities Summit that will be held in Minneapolis, MN on October 22. A scholarship was received to cover the registration fee. A motion to approve the request was made by Deppe and seconded by Thomas. Motion carried (5-0).

There was no old business or public comment.

Ratts requested a motion to approve the requisitions. A motion to approve the requisitions was made by Miller and seconded by Small. Motion carried (5-0).

A motion to adjourn was made by Miller and seconded by Thomas. Motion carried (5-0). Meeting adjourned.